

ASHFIELD DISTRICT COUNCIL

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APPENDIX TWO

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Contact:	Peter Barrow	Our Ref:	PB/SJ
Direct Line:	01623 457589	Your Ref:	
E-mail:	p.barrow@ashfield-dc.gov.uk	Date:	15th July 2016

Dear Sir/Madam,

RE: CONSULTATION – CHANGES AFFECTING HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS, VEHICLES & OPERATORS

Ashfield District Council, as the Licensing Authority, is proposing to make a number of changes to the Licensing process for Hackney Carriage and Private Hire Licensing.

In summary, the proposed changes include:

1. A new Hackney Carriage and Private Hire Licensing Policy which updates the existing one by incorporating recent changes in legislation and align it with best practice.
2. Introduction of Annual DBS / DVLA checks.
3. Amendments to the Hackney Carriage and Private Hire Vehicle Specifications.

Policy

To ensure that the processes are clear, the Licensing Authority has produced a policy so that there is a single source of information relevant to all aspects of Hackney Carriage and Private Hire licensing.

R. MITCHELL, Chief Executive

If reasonable adjustments are needed to fully engage with the Authority - contact **01623 450000**

Copies of this proposed policy and proposed amendments to the licence conditions are available:

- On the website: <http://www.ashfield.gov.uk>
- At reception in the Ashfield District Council offices
- Upon request

Safeguarding Training

The requirement for to attend Safeguarding training is a mandatory requirement for all drivers. Drivers are required to attend and pass a course before the Licensing Authority will grant / renew a licence.

The training is to ensure that all drivers' licensed by Ashfield District Council have an understanding of safeguarding issues and their responsibilities.

A test will follow the session to assist the Licensing Authority to assess their fitness and propriety.

An existing driver will be given up to three opportunities to pass the test. Failure to pass the test will result in a licence being refused.

The same will be applicable to Operators.

This requirement has been introduced across Nottinghamshire and recognises that the taxi trade are the eyes and ears of the community. It will enable both drivers and operators to fully understand safeguarding issues, recognise signs and understand the process of reporting concerns.

DVLA and DBS Checks

The Licensing Authority is introducing a requirement for all drivers to provide annual DVLA / Disclosure Barring Service (DBS) checks.

To minimise any disruption, signing up to the DBS update service, the Licensing Authority is able to undertake these checks on your behalf and also reduce the cost to you.

The annual subscription is currently £13 which is cheaper for a licensee over a 3 year period.

A benefit of this service is that the checks will be returned promptly.

Further information will be available in renewal application packs and upon request.

In order to be satisfied that licensees are fit and proper to hold a licence, applications will not be accepted and/or licences will not be granted or renewed until the results of all the checks have been received.

Feedback/Representations

The Licensing Authority is seeking **your** views on the changes proposed. All feedback/representations should be in writing to:-

Peter Barrow
Licensing Policy Officer
Licensing Department
Ashfield District Council
Urban Road
Kirkby in Ashfield
Nottinghamshire NG17 8DA

Alternatively you can send them by email to p.barrow@ashfield-dc.gov.uk entitled Hackney Carriage and Private Hire Policy Consultation Response.

The deadline for the receipt of any comments is **Midnight on 14 August 2016.**

Yours sincerely,

Peter Barrow
Licensing Policy Manager